



Department of Purchasing &
Contracting
1300 Commerce Drive, 2nd Floor
Decatur, Georgia 30030
Fax: (404) 371-7006

Date: March 25, 2024

Request for Quotation No. [24-300223 Beverages](#)

DeKalb County, Georgia is requesting a quotation for the following:

I. Proposed Term:

Thirty (30) calendar days

II. Attachments:

- A. Scope of Work
- B. Quote Form
- C. Quoter Contact Information
- D. Reference Form and Reference Check Release Statement
- E. Quoter Affidavit

III. Payment Terms:

Net 30

IV. Scope of Work:

See Attachment A

V. Federal Work Authorization Program:

All qualifying contractors and subcontractors performing work with DeKalb County, Georgia must register and participate in the federal work authorization program to verify the work eligibility information of new employees. In order for a Quotation to be considered, it is mandatory that the Bidders Affidavit, Attachment E, be completed with bidder's proposal.

PH

VI. Due Date:

All questions are due to Marcy L. VanKirk via email at mlvankirk@dekalbcountyga.gov on or before 5:00 p.m. EST on Friday, March 29, 2024.

Additional Information/Addenda

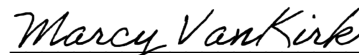
The County will issue responses to inquiries and any other corrections or amendments it deems necessary in written addenda issued prior to the due date. Bidders should not rely on any representations, statements or explanations other than those made in this RFQ or in any addendum to this RFQ. Where there appears to be a conflict between the RFQ and any addenda issued, the last addendum issued will prevail. It is the responsibility of the Bidder to ensure awareness of all addenda issued for this solicitation. Please acknowledge the addenda and submit to the DeKalb County Department of Purchasing and Contracting as requested. Bidders may contact the above listed contact person to verify the number of addenda prior to submission. Addenda issued for this RFQ will be posted on DeKalb County's website, <https://www.dekalbcountyga.gov/informalbids>. Bidder should regularly check the County's website for addenda.

Quotes are due on or before 3:00 p.m. EST on Thursday, April 4, 2024. Bidder must complete and return the quote form, reference form, bidder affidavit and provide a copy of Bidder's valid business license to DeKalb County by email to the attention of **Marcy L. Van Kirk** or email to mlvankirk@dekalbcountyga.gov.

All quotes are to be provided on Attachment B, Quote Form.

Thank you for your interest in doing business with DeKalb County.

Sincerely,



Marcy L. VanKirk
Procurement Technician
Department of Purchasing and Contracting

ATTACHMENT A
SCOPE OF WORK.

Beverage Products

Introduction

The Department of Public Works Sanitation and Beautification are seeking to purchase approximately 1,420 cases of beverages products year-round. Fire Rescue is seeking to purchase approximately 1500 cases. This contract is for 12 months.

<u>DELIVERY LOCATIONS & CONTACT – SANITATION AND BEAUTIFICATION</u>			
<u>NO</u>	<u>LOCATION</u>	<u>CONTACT NAME</u>	<u>CONTACT NUMBER</u>
1	South Collection Lot, 1755 Fairlake Dr., Decatur, GA 30034	Kay Wilkins	404 244-4926
2	Commercial Services, 1749 Fairlake Dr., Decatur, GA 30034	Nicola Coward	404 294-2195
3	Roll-off, Grappler Service, 4203 Clevemont Rd., Ellenwood, GA 30294	Vicki Hill	404-687-4017
4	Seminole Rd. Landfill, 4203 Clevemont Rd., Ellenwood, GA 30294	Melissa Ross	404 687-4016
5	Tractor Trailer Operations, 4203 Clevemont Rd., Ellenwood, GA 30294	Michael Campbell	770 231-2627
6	Central Transfer Station, 3720 Leroy Scott Dr., Decatur, GA 30032	Shetara Williams	404 294-2506
7	Sanitation Administration, 3720 Leroy Scott Dr., Decatur, GA 30032	Tina Phan	404-294-2708
8	Central Collection Lot, 3689 Camp Cir, Decatur, GA 30032	Carolyn Kendall	404-297-3818
9	East Collection Lot, 1750 Rogers Lake Rd., Decatur, GA 30058	Lorraine Singleton	404-294-2155
10	Welding Shop, 799 Camp Rd., Decatur, GA 30032	George Platter	404-316-5977
11	North Collection Lot, 2315 Chamblee-Tucker Rd., Chamblee, GA 30341	Sharron Hall	678-406-7852
12	Beautification, 1755 Fairlake Dr., TRAILER C, Decatur, GA 30034	Thanyel Brown	404 294-3158
13	North Transfer Station, 4600 Buford Hwy., Chamblee, GA 30341	Shetara Williams	404 294-2506

DELIVERY LOCATION & CONTACT - DEKALB COUNTY FIRE & RESCUE DEPARTMENT			
NO.	LOCATION	CONTACT NAME	CONTACT NUMBER
1	1574 Stone Ridge Drive, Stone Mountain, GA 30083	Captain Lamar J White; Willie L Martin; Vania Ramirez De Leon	678-858-9474; 678-406-7756

Notes to Supplier:

Note 1 - Delivery is required within 24-48 hours after receipt of a purchase order. Delivery days and hours are Monday - Friday 9:00a.m. to 2:30p.m.

Note 2 - All Quoter's should submit prices on all items or note "N/A" next to item not available.

ATTACHMENT B
QUOTE FORM

<u>ITEM #</u>	<u>DESCRIPTION</u>	<u>ESTIMATED QUANTITY</u>	<u>UNIT</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>
<u>DASANI WATER</u>					
1	16.9oz 24 pk	1900	Cs	\$	\$ _____
<u>POWERADE - 20oz. 24pk</u>					
2	Fruit Punch	100	Cs	\$	\$ _____
3	Grape	100	Cs	\$	\$ _____
4	Lemon-Lime	50	Cs	\$	\$ _____
5	Mountain Berry Blast	80	Cs	\$	\$ _____
6	Orange	80	Cs	\$	\$ _____
7	Mixed Berry Zero	50	Cs	\$	\$ _____
8	Melon	80	Cs	\$	\$ _____
9	Watermelon Strawberry	80	Cs	\$	\$ _____
10	Twisted Blackberry	80	Cs	\$	\$ _____
11	Lemonade	80	Cs	\$	\$ _____
12	Strawberry Lemonade	80	Cs	\$	\$ _____
13	White Cherry	80	Cs	\$	\$ _____
14	Kiwi Pineapple	80	Cs	\$	\$ _____
ESTIMATED TOTAL		2920			\$ _____

Quote Statement

The undersigned, as Responder, declares that he has carefully examined, RFQ No.23-300213 , Beverage Products, the Specifications therein contained, and that he/ she proposes and agrees that if his/ her bid is acted, to provide the necessary services, equipment and labor specified in the RFQ, or necessary to complete the work in the manner therein specified within the time specified, as therein set forth for the following event amount which sum is hereinafter referred to as the "Total Bid."

Authorized Signature

Date

Name of Authorized Signer (Typed or Printed)

ATTACHMENT C
QUOTER CONTACT INFORMATION

Are you a DeKalb County Firm? YES _____ NO _____

Signed, sealed, and dated this _____ day of _____, 20____.

Responder

By: _____

Name (Typed or Printed)

Title

Responder's Mailing Address

Phone Number

Fax Number

E-Mail Address

ATTACHMENT D
REFERENCE FORM AND REFERENCE CHECK RELEASE STATEMENT

List below at least three (3) references, including company name, contract period, contact name, email address, telephone numbers and project name of individuals who can verify your experience and ability to perform the type of service listed in the solicitation.

Company Name	Contract Period
Contact Person Name and Title	Telephone Number (include area code)
Email Address	
Project Name	

Company Name	Contract Period
Contact Person Name and Title	Telephone Number (include area code)
Email Address	
Project Name	

Company Name	Contract Period
Contact Person Name and Title	Telephone Number (include area code)
Email Address	
Project Name	

REFERENCE CHECK RELEASE STATEMENT

You are authorized to contact the references provided above for purposes of this RFQ.

Signed _____ Title _____

(Authorized Signature of Proposer)

Company Name _____ Date _____

ATTACHMENT E
QUOTER AFFIDAVIT

By executing this affidavit, the undersigned verifies its compliance with O.C.G.A. § 13-10-91, as amended, stating affirmatively that the bidder submitting a bid, contractor, firm or corporation which is contracting with DEKALB COUNTY, GA, a political subdivision of the State of Georgia, has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603, in accordance with the applicability provisions and deadlines established in O.C.G.A. § 13-10-91, as amended]. The affiant agrees to continue to use the federal work authorization program throughout the contract period.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the COUNTY, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. § 13-10-91, as amended, on the Subcontractor Affidavit form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the COUNTY, within five (5) days from when the subcontractor(s) is retained to perform such service.

BY: Authorized Officer or Agent
Authorization

(Bidder's Name)

Federal Work
Identification Number

Enrollment Date

Title of Authorized Officer or Agent of Bidder

Printed Name of Authorized Officer or Agent

Company Name & Address (do not include a post office box)

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

_____ DAY OF _____, 20__

Notary Public
My Commission Expires: _____